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# NASA Procedural Requirements

**COMPLIANCE IS MANDATORY**

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## **Subject: Managing Information Technology**

**Responsible Office: Office of the Chief Information Officer**

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## **Chapter 11. E-Government**

### **11.1 E-Government Requirements**

NASA shall conduct E-Government (E-Gov) activities, represent the Agency in Federal activities involving IT or information management, and ensure the successful completion of actions related to these areas.

### **11.2 Background**

In the fall of 2001, the Office of Management and Budget (OMB) and Federal agencies identified 24 E-Gov initiatives which were approved by the President's Management Council. Examples of these initiatives include citizen tax filing, Federal rulemaking, and electronic training. E-Authentication is a separate initiative that provides secure and robust authentication services to the 24 Initiatives. In the spring of 2004, OMB announced the formation of five Line of Business (LoB) task forces.

Additional LoBs were established in 2005 and 2006, bringing the total number of LoBs to nine. The LoBs were identified through a comprehensive analysis of agencies' EA data seeking to determine common solutions and methodologies in order to improve service delivery to agencies, increase operational efficiencies, and decrease unnecessary duplication in common administrative areas.

### **11.3 E-Government Roles and Responsibilities**

#### **11.3.1 NASA CIO Responsibilities**

11.3.1.1 The NASA CIO is the primary interface with OMB regarding E-Gov initiatives and shall negotiate and commit on behalf of the Agency a set of initiatives and milestones that are in the best interest of the Agency and Federal Government.

11.3.1.2 The NASA CIO is responsible for monitoring the implementation of IT standards promulgated by the Secretary of Commerce, including common standards for interconnectivity and interoperability, categorization of Federal Government electronic information, and computer system efficiency and security.

11.3.1.3 The NASA CIO shall coordinate with NASA functional owners the implementation of E-Gov initiatives.

11.3.1.4 The NASA CIO shall negotiate memoranda of understanding, including fees, with other agencies serving as managing partners for E-Gov initiatives.

11.3.1.5 The NASA CIO shall budget for E-Gov fees on an annual basis.

11.3.1.6 The NASA CIO shall coordinate and negotiate budgeting for the implementation costs of E-Gov initiatives with functional owners and resolve any disconnects through the NASA PPBE governance process.

11.3.1.7 The NASA CIO shall ensure an adequate degree of coordination, communication, planning, and guidance to NASA organizations responsible for implementing E-Gov initiatives.

11.3.2 Mission Directorates and Mission Support Offices with functional ownership of an E-Gov initiative or Line of Business shall coordinate with the NASA CIO to ensure implementation of these initiatives.

### 11.3.3 Office of Procurement Responsibilities

11.3.3.1 The Office of Procurement shall work with the NASA CIO to ensure that NASA is not duplicating the E-Gov initiatives and LoBs.

### 11.3.4 Center CIO Responsibilities

11.3.4.1 Center CIOs are responsible for ensuring local implementation of E-Gov initiatives and LoBs.

11.3.4.2 Center CIOs shall plan and implement the Federal E-Gov initiatives in accordance with guidance and milestones developed by the NASA CIO.

11.3.4.3 Center CIOs shall coordinate sunsetting of capabilities that are duplicative of E-Gov initiatives and LoBs.

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